



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Wayne J. Franklin, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke, Councilmember
Mardi Turner, Councilmember

STAFF

M. Christopher Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a special and regular meeting of the City Council of West University Place to be held on Monday, April 9, 2018 beginning at 6:15 p.m. in the Municipal Building Council Chambers located at 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

SPECIAL MEETING (6:15 p.m.)

Call to Order

Agenda items are as follows:

1. Virtual Gate Project

Matters related to the City's virtual gate project (camera system). *Recommended Action: Discuss and take any desired action.* **Mr. Ken Walker, Police Chief and Mr. Gary McFarland, IT Director**

Recess Special Meeting and Convene Executive Session in Council Conference Room

Notice is hereby given that the City Council will convene into executive session in accordance with the following provisions of Chapter 551 of the Texas Government Code:

Section 551.076 – Deliberation regarding security devices

2. Close Executive Session and Reconvene Special Meeting in Council Chambers

Take any desired action.

3. Adjourn Special Meeting

REGULAR MEETING (6:30 p.m.)

Call to Order

Pledge of Allegiance

Matters related to the notice of this meeting

4. **Mayor's Statement**

Matters related regarding the powers of the Mayor and City Council. *Recommended Action: Discuss and take any desired action. Susan Sample, Mayor*

5. **Public Comments**

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer his/her comments until such time the item is discussed. Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. Speakers are required to register in advance and must limit their presentations to three minutes each.

6. **Discussion with Zoning and Planning Commission**

Matters related to providing direction to the Zoning and Planning Commission on townhomes and fence-like hedges. *Recommended Action: Discuss and take any desired action. Mayor Susan Sample*

7. **Charter Review Committee**

Matters related to discussing the Charter Review Committee and possibly appointing members. *Recommended Action: Discuss and take any desired action. Mr. M. Chris Peifer, City Manager* [see Agenda Memo 7]

8. **Consent Agenda**

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. **City Council Minutes**

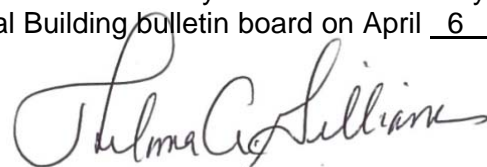
Approve City Council Minutes of March 26, 2018. *Recommended Action: Approve Minutes. Ms. Thelma Gilliam, City Secretary*

9. **Adjourn**

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that the attached notice and agenda of items to be considered by the West University Place City Council on April 09, 2018 was posted on the Municipal Building bulletin board on April 6, 2018 at approximately 4 o'clock p.m.

(SEAL)



Thelma A. Gilliam, TRMC, City Secretary

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	April 9, 2018	AGENDA ITEM:	7
DATE SUBMITTED:	April 6, 2018	DEPARTMENT:	City Administration
PREPARED BY:	M. C. Peifer, City Manager	PRESENTER:	M. Christopher Peifer, City Manager
SUBJECT:	Discussion on Charter Review Committee		
ATTACHMENTS:	N/A		
EXPENDITURE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
ACCOUNT NO.:	N/A		
ADDITIONAL APPROPRIATION REQUIRED:	N/A		
ACCOUNT NO.:	N/A		

EXECUTIVE SUMMARY

The Charter for the City of West University Place, Article X. – General Provisions, Section 10. 13 – Charter Review; states that:

“In 1988, and every six years thereafter, the Council shall appoint, at its first regular meeting in June (June 11th this year), a Charter Review Committee of seven residents of the City. The term of office of the Charter Review Committee shall be six months unless extended by the Council.”

As 2018 is a Charter Review year we wanted to take this opportunity to discuss the following powers and the term of this ad hoc committee to be appointed by City Council, on or before June 11, 2018.

“Powers and Duties of Charter Review Committee are:

- (1) Inquire into the operations of the City government and review the Charter to determine whether the Charter needs revision. Public hearings may be held and the Committee shall have the power to compel the attendance of City officers or employees and to require the submission of City records necessary to the inquiry and review.
- (2) Propose to Council recommendations if necessary to insure that the City government and its operations comply with this Charter.
- (3) Propose to Council recommendations if necessary to improve the effectiveness of this Charter.
- (4) Make a written report of its findings and recommendations to Council.
- (5) Present to Council proposed Charter amendments if any are considered necessary.
- (6) Meet at least once every two months during its term.”

RECOMMENDATION

Staff recommends that City Council discuss these matters to include appointing members to this committee should they so elect.



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Councilmember Mardi
Turner, Councilmember

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DRAFT

CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in special regular session on **Monday, March 26, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **6:00 p.m.**

SPECIAL MEETING (6:00 p.m.)

Special Meeting Agenda was as follows:

Called Meeting to Order

Mayor Sample called the meeting to order at approximately 6:00 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Franklin, Councilmembers, Burke, Higley, and Turner, City Manager Peifer, City Attorney Petrov, City Secretary Gilliam, Assistant City Manager/Public Works Director Beach, Finance Director Kalka, and Human Resources Director Urban.

1. Executive Session

Matters related to consultations with the city attorney regarding pending legal matters.

At 7:01 p.m., Councilmember Higley moved to recess the special meeting and convene into Executive Session in accordance with Section 551.071 (Consultation with Attorney) of Chapter 551 of the Texas Government Code. Mayor Pro Tem Franklin seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner

Noes: None

Absent: None

2. Close Executive Session and Reconvene Special Meeting in Council Chambers

Take any desired action.

At 6:30 p.m. Councilmember Burke moved to close the Execution Session and reconvene the Special Meeting. Councilmember Higley seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner

Noes: None

Absent: None

3. Adjourn Special Meeting

At approximately 6:31 p.m., Mayor Sample adjourned the special meeting.

REGULAR MEETING (6:30 p.m.)

Mayor Sample called the Regular Meeting to order at approximately 6:31 p.m.

Pledge of Allegiance: Boy Scout Eugene McCarty, Troop 55, led the Pledge.

Notice of Meeting: City Secretary Gilliam confirmed that the notice of the meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

Regular Meeting Agenda items were as follows:

4. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Robert Grossman, 4103 Ruskin, commented on issues related to AT&T.

Alida Drewes, 6112 Fordham, commented on various issues, including but limited to the exemption for senior citizens.

5. Award Concessionaire Contract

Matters related to awarding a contract for concessionaire services at Colonial Park. *Recommended Action: Discuss and take any desired action.* **Ms. Susan White, Parks and Recreation Director** [

Councilmember Higley moved that City Council approve the concessionaire and authorize the City Manager to execute the contract between the City of West University Place and Jami's Fine Foods for the 2018 Colonial Park Pool season. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner

Noes: None

Absent: None

6. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve City Council Minutes of March 12, 2018. *Recommended Action: Approve Minutes.* **Ms. Thelma Gilliam, City Secretary**

B. Appointment to the Friends of West U Parks Fund, Inc.

Matters related to a resolution appointing Peyton Popp to Position 4 to the Friends of West U Parks Fund, Inc. for a term beginning March 26, 2018 and ending August 31, 2019. *Recommended Action: Appoint Peyton Popp to Position 4 of the Friends of West U Parks Fund, Inc., for a term beginning March 26, 2018 and ending August 31, 2019.* **Ms. Susan White, Parks and Recreation Director**

C. Utility Billing Ordinance Amendment

Matters related to the second reading of an ordinance for one-time utility billing adjustments for

residents who fill up their swimming pools. *Recommended Action: Approve ordinance on the second and final reading.* **Ms. Marie Kalka, Finance Director**

Councilmember Burke moved to approve the Consent Agenda as presented. Councilmember Higley seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner

Noes: None

Absent: None

7. Adjourn

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 6:45 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Franklin, Burke, Higley, Turner

Noes: None

Absent: None

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approval Date